

**Approved BOARD MINUTES
JULY 10, 2019**

The meeting was called to order at 6:30 by President Ron Robinson

Present: Rev. Chip Roush, Ron Robinson, Elena Wake, Melanie Smith-Guillaume, Howard Beberick, Suzanne Waller, Anne Mannix, Janet Bogar

Absent: none

Guest: Peg Faulmann

Note that motions are underlined

****Items for consideration in the next month's agenda are double-starred.**

1. Chalice Lighting

2. Check-in — Ron will be leaving on Saturday for a week-long UU Leadership Training course.

3. Covenant

4. Approval of June 12, 2019 Minutes. Suzanne Waller noted that she was present at the meeting and wanted that to be included. Suzanne made a motion to approve the minutes with the inclusion of her name as present. Howard seconded. The motion passed unanimously.

5. Set Agenda — Items to add to New Business are:

- j. Need to find a person to take minutes for August meeting.
- k. Visioning process
- l. Perpetual Calendar — new officers
- m. Minister's salary

6. Reports

a. Minister — Chip wanted everyone to note the duties of Pulpit Hosts and especially the lights that need to be turned off.

b. President — Ron thanked the Stewardship Committee for handling the Raise the Roof Campaign. Results were very successful.

- 19 people or couples pledged

(so far \$28,050, 12 have paid a total of \$19,650)

- Endowment Fund disbursement \$4,000

- Ginger Bear Fundraiser and Building Fund money \$5,328

\$37,378 Total for roof

c. Treasurer —

— Treasurer, Elena Wake, introduced the final 2018-2019 Fiscal Year budget figures. Actual Revenues were less than we budgeted. However, Expenditures were also less than we budgeted (for the most part because we did not have a Religious Education director for much of the year). So we beat the budget by \$13,748.59 and finished the year \$2,078.59 in the black. Elena also presented a breakdown of the status of our Endowment grants and

**Special Projects Funds. The Endowment Committee has been asked to propose guidelines on when a project is finished and on what to do with any funds left over.

**Suzanne Waller questioned where the more than \$60,000 in Non-Operational Funds were kept and wondered if any of those funds could be earning interest.

d. Committee Reports — Reviewed.

7. Old Business

a. Crisis Response/Emergency Plan — Will meet in August with Anne Mannix.

b. Ad Hoc Outside Lighting Task Force — Howard will be the representative of the Grounds Committee on this Task Force, which may also consider security cameras.

c. Cleaning person for the Church — A new cleaning person for the church has been found and that person is working on paperwork with Peg. Anne Mannix wanted to clarify the terms for payment for the cleaner. The Board understands that the job is paid at a flat rate and not per hour. Anne made a motion to strike from the June minutes in Old Business (d), the sentence "The job is 12 hours/month @ \$20/hour" and replace the sentence with "The cleaner is paid by flat rate for two cleanings per month at \$120 for each cleaning, making a total pay of \$240 per month." Suzanne seconded. The motion passed unanimously.

d. Report from Committee on Ministry — Prospective members were contacted, but have not responded.

8. New Business

a. Board of Trustees Monthly Meeting Date — The Board agreed to retain the same meeting night — the second Wednesday of the month — but to meet one half hour later at 7 pm. The next meeting will be on August 14th.

b. Board Liaisons for Church Committees

— Melanie will draw up a list of all committees and chairs and send to Board members.

— Liaisons for the following Committees are: Worship Arts - Ron; Aesthetics - Melanie; Stewardship - Suzanne; Grounds - Howard; Peace and Justice - Anne; Membership - Anne; Finance - Elena; Religious Education - Ron; Buildings - Ron; Endowment - Suzanne.

**— Liaisons for other committees are to be determined.

c. Selection of New Board Member to Replace Camla Seegers, who resigned

— Suggestions were made for a new Board Member. Ron will contact them.

d. Teen Service Funds (\$157.98)

— This money has been in the budget for years and the Budget Committee would like to have someone decide what to do with it.

******— Melanie made a motion to ask Rich Wallace to work with the teens in the church to find out what kind of project they might like to do. Seconded by Suzanne. Motion passed unanimously.

— Chip will contact Rich.

e. Installation of the Bronze Dove — The dove has already been installed by David Mayfield. Ron will write him a thank you note thanking him for his great work for the church.

****f. Dudeck Roofing** — Janet moved to engage Dudeck roofing to repair and shingle the roof. Suzanne seconded the motion. Motion passed unanimously. Ron will contact Kathy Vetter.

g. Board Retreat Date — The Board Retreat will be July 22nd at 5:30 at Ron's house. Pot luck dishes are requested.

h. Activity Faire Date — The Activity Faire will be September 15th after church. Melanie will send a notice to committee chairs asking for participation.

****i. Master Church Calendar Meeting** — Ron will contact Kathy Platt and Jim Ward to consult on a date.

j. Secretary duties for August Board Meeting — Suzanne will take minutes.

k. Visioning Process —

— This year we need to engage the congregation in the process of adopting a vision and mission statement. At the retreat, we will discuss how to structure this year-long process. Ron wants to make relationships a focal point of his presidency. He wants to support relationships, engage people, and draw in people from the community. How can we express deep meaning and translate it into practical steps to connect? This will be a subject for discussion at our Retreat.

— Melanie said that we could use parts of the Strategic Plan to contribute to this discussion because communication was seen as a big need in the Plan.

l. Perpetual Calendar — New Officers — Discussion at retreat.

****m. Minister's Salary** — Chip wants to discuss his request for identifying the portion of his salary that may be designated for housing. We will discuss next month.

9. Other Business — none

10. Adjournment at 8:45.

Submitted by Melanie Smith-Guillaume, Secretary



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